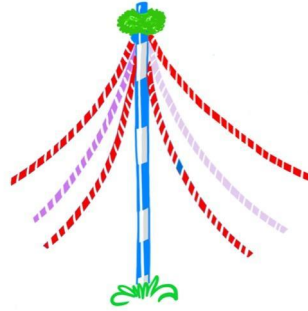


# Maypole School



## EQUALITY, DIVERSITY AND INCLUSION POLICY

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# Contents

- 1. Introduction 3
- 2. Purposes of this Policy 3
- 3. The School's commitments 3
- 4. Implications for Staff 4
  - Implications for All Staff
  - Implications for Leaders and Managers
  - Implications of non-compliance with this Policy
- 5. Grievance and Disciplinary Policies 4

# 1. Introduction

Maypole School is committed to encouraging equality, diversity and inclusion among our workforce, and eliminating unlawful discrimination. We are also committed to preventing unlawful discrimination against external professionals from other organisations, and the public.

We want our workforce to be truly representative of all sections of society and our customers, and for each employee to feel respected and able to give their best.

## 2. Purposes of this Policy

The policy's purposes are as follows.

- To ensure equality, fairness and respect for all who are in our employment, whether temporary, part-time or full-time.
- To ensure that we do not unlawfully discriminate because of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, sex and sexual orientation. In doing this we will ensure compliance with the protected characteristics of the Equality Act 2010.
- To ensure that we oppose and avoid all forms of unlawful discrimination regarding pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, and selection for employment, promotion, training or other developmental opportunities.

## 3. The School's commitments

The School commits to:

- Encourage equality, diversity and inclusion in the workplace, and to strive to be an exemplar of best practice in this area
- Create and proactively maintain a working environment that is free of bullying, harassment, victimisation and unlawful discrimination, while promoting dignity and respect for all; and where individual differences and the contributions of all staff are recognised and valued.
- Make opportunities for training, development and to progress available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation.
- Make decisions concerning staff that are based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).
- Review employment practices and procedures when necessary to ensure fairness, and also to update them, and this Policy, to take account of changes in the law.
- Monitor the age, sex, ethnic background, sexual orientation, religion or belief, and disability of the workforce.
- Monitoring will also include assessing how the Equality, Diversity and Inclusion policy, and any supporting action plan, are working in practice, reviewing them annually, and considering and taking action to address any issues.

- This Equality, Diversity and Inclusion policy is fully supported by senior management.

## 4. Implications for Staff

### **Implications for All Staff**

The School's commitment means that all staff must help the organisation provide equal opportunities in employment, and prevent bullying, harassment, victimisation and unlawful discrimination; and their conduct must reflect this. This is not optional – it is the law.

All staff should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public.

### **Implications for Leaders and Managers**

All leaders and managers, at all levels, must remain fully aware of the rights of their staff, and of their responsibility to support and enable all aspects of this equality, diversity and inclusion policy.

All leaders and managers, at all levels, must take seriously any complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, pupils, parents / carers, professionals, suppliers, visitors, the public and any others in the course of the organisation's work activities.

### **Implications of non-compliance with this Policy**

Any contravention of this Policy will be dealt with as Misconduct, under the organisation's Grievance and/or Disciplinary procedures, and appropriate action will be taken. Particularly serious complaints could amount to Gross Misconduct, and lead to dismissal without notice.

Additionally, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. Harassment is also covered under the Protection from Harassment Act 1997, which is a criminal offence; which is not limited to circumstances where harassment relates to a protected characteristic.

## 5. Grievance and Disciplinary Policies

Details of the organisation's grievance and disciplinary policies and procedures can be found on the school's Website. This includes with whom an employee should raise a grievance – usually their line manager.

Use of the organisation's grievance and/or disciplinary procedures does not affect an employee's right to make a claim to an employment tribunal within three months of the alleged discrimination.